APPLICATION FORM FOR T.C & STUDY CONDUCT CERTIFICATES

То		Date:
The Principal Don Bosco School, Carmel Nagar, Gunadala, Vijayawada – 520 004		
Respected Principal,		
I		S/o, D/o studied at your esteemed
school, in the Academic Year 20	to 20)in the class Section with the Admission
No I humbly request	you to	issue the following certificates mentioned below.
1. T.C	()
2. Study cum Conduct	()
3. SSC Memo	()
I declare that I have paid my school fee which I had agreed to pay at the time of joining. Hence I have no dues to be paid in the school.		
Thanking you,		
Yours truly		
(Parent / Guardian)		
Only for Office Use		
1. Fee dues		
2. Books dues		
3. Lab dues		
4. Other dues		Verified by the Office In charge
Applied date :		
Due date :		Signature of the Principal
Note: Please collect TC after 7 days		